



## RFA FORM INTAKE INTERVIEW LOG

<b>Date:</b> 4/8/2013	<b>Interviewer:</b> Laura Eckert	<b>RFA #13 – 17-A</b>
<b>Person Requesting Assistance:</b> [REDACTED]		
<b>Contact Numbers (telephone, e-mail, etc.):</b> [REDACTED]		
<b>Status of Person(s) Interviewed (title, position, student status, etc.):</b> Student		
<b>Requested Assistance Pertaining To (name, position, policy, project, etc.):</b> Treatment by professor.		

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☐ Female ☒    Administrator ☐ Faculty ☐ Staff ☐ Student ☒  
 Concern Regarding:    Male ☐ Female ☒    Administrator ☐ Faculty ☒ Staff ☐ Student ☐

**Category:** *(Please check at least one)*

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input type="checkbox"/> Color             | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin   | <input type="checkbox"/> Race               | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

Time Line		
Date	Item	Comments
4/5/13	[REDACTED] sends letter to Dr. [REDACTED]	[REDACTED] expresses concern with [REDACTED] "treatment" of her during [REDACTED]
	Dr. [REDACTED] encourages [REDACTED] to contact EOO.	
4/8/2013	LE intake w/ [REDACTED]	[REDACTED] raised concern of discrimination based on disability in [REDACTED]. She asked EOO to handle informally. [REDACTED] raised two main issues: not receiving an accommodation for a test and feeling patronized in the way [REDACTED] spoke with her on completion of a [REDACTED].

4/14/14	SGS mtg with [REDACTED]	<p>[REDACTED] sought advice from DRS regarding alternative assignments or ideas for the [REDACTED] test. She provided [REDACTED] with three options: do the test again with accommodation, do an alternate assignment or chose the grade and email why she choose the grade. [REDACTED] chose to let her grade stand as it was.</p> <p>[REDACTED] felt she was doing [REDACTED] a favor on the final project when she gave her another opportunity to do the assignment, the [REDACTED]. [REDACTED] said she was trying to work with [REDACTED] and worked with her extensively during office hours.</p> <p>[REDACTED] said she told [REDACTED] that when she ([REDACTED]) had been in situations where things had been misperceived, that people were kind to her and she ([REDACTED]) could do the same for her ([REDACTED]).</p>
5/1/2013	SGS and LE mtg with [REDACTED]	Close out meeting. Sue relayed to [REDACTED] Sue's conversation with [REDACTED]. [REDACTED] thanked EO for taking her concerns seriously and raising [REDACTED] awareness.
5/28/13	SGS briefed Dean [REDACTED] and [REDACTED]	Sent confidential memo summarizing this informal inquiry to Dear [REDACTED] and [REDACTED], Department Chair, [REDACTED].